



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH, VA 22042

Canc: Jun 2016
IN REPLY REFER TO
BUMEDNOTE 1524
BUMED-M7
14 Jul 2015

BUMED NOTICE 1524

From: Chief, Bureau of Medicine and Surgery
To: Ships and Stations Having Medical Department Personnel

Subj: 2015 JOINT SERVICE GRADUATE MEDICAL EDUCATION SELECTION BOARD
APPLICATION PROCEDURES FOR CLINICAL AND NON-CLINICAL
POSTGRADUATE EDUCATION

Ref: (a) BUMEDINST 1520.42
(b) SECNAVINST 1520.11A
(c) DoD Instruction 6000.13 of 30 Jun 1997
(d) OPNAVINST 7220.17
(e) BUMEDINST 1524.1B

Encl: (1) General Medical Education Internship Year (GME-1) Selection Goals
(2) Graduate Medical Education (GME) Full Time In-Service (FTIS) Selection Goals
(3) Full-Time Out Service (FTOS) and Other Federal Institution (OFI) Selection Goals
(4) Commanding Officer Endorsement Format

1. Purpose. To announce application procedures for academic year (AY) 2016 for Navy-sponsored GME and non-clinical programs leading to an advanced degree, per references (a) through (e).

2. Scope. This notice applies to ships and stations having medical department personnel, Health Professions Scholarship Program (HPSP), Health Services Collegiate Program (HSCP), Uniformed Services University of the Health Sciences (USUHS) students, GME trainees in Navy Active Duty Delay for Specialists (NADDS), or FTOS training.

3. Background. The 2015 Joint Service Graduate Medical Education Selection Board (JSGMESB) will be held from Monday, 2 November 2015, through Friday, 20 November 2015 for Postgraduate Year-1 (PGY-1) and the joint scoring. Service specific selection boards will be held 30 November 2015 through 4 December 2015. The Navy GME Office manages Navy GME application processing and JSGMESB planning for Navy Medicine. GME Applications will be accepted for consideration by the JSGMESB from 15 July 2015 to 15 September 2015 via the Navy GME application Web site:

<https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm>. Applications will not be accepted after 15 September 2015. Waivers for this requirement are not authorized. Navy sponsored HPSP, HSCP, and USUHS contractual agreements require that Navy sponsored medical students apply to the Navy for their preliminary year of GME training.

- a. The Flight Surgery (FS) and Undersea Medical Officer (UMO) selection committees are an integral part of the annual Graduate Medical Education Selection Board (GMESB). FS and UMO applicants will not use the Navy GME application Web site to apply for these training programs. Reference (a) provides information regarding FS and UMO training. Questions pertaining to the FS program should be directed to CDR Henry Casey, Director of Academics at the Naval Aerospace Medicine Institute (NAMI), at Henry.F.Casey.mil@mail.mil. Questions pertaining to the UMO program and application process should be directed to CAPT Edward Waters, the UMO Specialty Leader, at Edward.T.Waters.mil@mail.mil.
- b. All Joint GME training conducted in the National Capital Area (NCA) under the National Capital Consortium (NCC) are considered to be FTIS.

4. Important Dates

Wednesday, 15 July 2015	Application Web Site Opens: https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm
Tuesday, 15 September 2015	Deadline for <u>ALL</u> GME applications into the Joint GME Data System (MODS) (not applicable to FS/UMO applications)
Thursday, 1 October 2015	Submission deadline for required GME supporting documents
Monday, 2 November 2015	Preliminary Year Resident Scoring and Placement
Monday, 9 November 2015	JSGMESB Joint Scoring and Placement (PGY-2+)
Monday, 30 November 2015	JSGMESB - Service Specific Selection Board convenes
Friday, 4 December 2015	JSGMESB - Service Specific Selection Board Adjourns
Wednesday, 16 December 2015	Joint Service GME Selection Board results released
Wednesday, 13 January 2016	Training acceptance deadline for Resident and Fellow Selectees

5. Selection Process

- a. Precept. The JSGMESB is an administrative board governed by a formal precept promulgated by the Chief, Bureau of Medicine and Surgery (BUMED). The precept appoints the Board President, a Medical Corps flag officer, voting members comprised of senior Medical Corps officers representing the broad diversity of the Navy Medical Corps, board recorders, and

advisors. In addition, the selection board precept provides guidance for selecting applicants who have applied for Navy sponsored GME, establishes the number of medical students and medical officers for selection, delineates the specialties and programs for which applicants may be selected, and establishes the selection goals by specialty for the upcoming AY, per enclosures (1) through (3).

b. Joint Service Panels. Joint service panels comprised of program directors, specialty leaders, and consultants from Navy, Army, and Air Force in designated specialties review records and score tri-service residency and fellowship applications. Each application is scored by one individual from each Service. The Navy specialty committees, composed of GME program directors and specialty leaders, recommend the selection and placement of Navy applicants to the Navy Board President. PGY-1 applicants will be scored by Navy specialty leaders and program directors.

c. Specialty Committees. The Navy specialty committees make recommendations for selection to specific programs to the Board President. Although training site preferences is considered by the JSGMESB, applicants are considered for all available training sites and placed per the needs of the Navy and Navy Medicine. The Navy Board President retains final authority for designating each Navy applicant as either a primary, alternate or non-select and submits board findings to the Chief, BUMED for final approval. Applicants requesting FTOS training may be considered for OFI programs if these programs meet the needs of the Navy. Applicants designated as alternates for FTIS programs may also be considered for OFI programs.

6. Availability of Programs. The AY-16 Medical Corps Training Plan approved, by the Chief, BUMED, determines GME billet availability.

a. Preliminary Year Resident Applicants (medical students) have the option to apply for full civilian deferment in the NADDS program. Current 1-year delay trainees are eligible to apply for continued deferment in the Navy NADDS program and for FTIS programs.

b. Applicants for civilian programs that require a 12 to 18-month lead time to interview and compete in the National Resident Match Program (NRMP) may apply to the 2015 JSGMESB for FTOS or Release from Active Duty (RAD) to enter the NADDS program beginning in AY-17 and AY-18. Applicants must indicate in the comments section of the application and personal statement the required lead time, whether the program requires the trainee to obtain a post-secondary degree (Masters in Public Health) while participating in the program, and the estimated cost to obtain the required degree. Applicants for RAD to NADDS must meet eligibility requirements per reference (b).

c. Applicants to the Residency in Aerospace Medicine (RAM) who do not hold a FS designation must also be eligible for selection to FS training. Additional obligated service will be incurred for training that leads to designation as a Naval FS per reference (c).

d. Applications for a second clinical residency will be closely scrutinized by both Navy specialty committees and the Navy JSGMESB to determine if the needs of the Navy can best be served by encumbering training billets for individuals to train in a second specialty.

e. Pre-selection requests for FTIS programs will be considered on a case by case basis by the Board President.

f. Applicants pre-selected for a GME program by a previous JSGMESB will forfeit their pre-selection if they apply to the 2015 JSGMESB. There are no waivers to this requirement.

g. Information about Navy GME programs can be obtained from individual program directors, specialty leaders, and the command Web site where the GME training is sponsored.

7. Training Eligibility. The Navy Personnel Command (PERS-4415) determines GME selection eligibility. PERS-4415 screens all applicants and ensures that applicants meet requirements for Navy or Department of Defense (DoD) tour-length requirements, promotion, transfer, and compliance with physical readiness.

a. Applicants must not have failed their Physical Readiness Test (PRT) or Physical Fitness Assessment (PFA) within the last 18 months.

b. Applicants who have failed to select for promotion to the next higher grade will not be eligible as primary selects, but may be designated as alternates. This policy does not apply to applicants for FS or UMO training.

c. Applicants assigned to forward deployed and/or overseas activities on a DoD tour are required to complete the assigned minimum activity or DoD tour prior to returning to GME training. GME program directors and selectees should not expect favorable consideration by the JSGMESB for GME selection prior to completion of a prescribed tour length.

d. Due to the increasing cost of permanent change of station (PCS) moves, consideration will be given to matching GME selectees with the closest available GME training sites. GME program integrity will be considered, but cross-country moves will receive extra scrutiny by the Board to ensure finite training resources are optimally utilized. FTOS selectees will be expected to make every effort to match with a GME program near their current duty station.

e. Civilian physicians and reserve medical officers may be considered for Navy GME training. Civilian applicants must meet all requirements for initial appointment to active duty as a Medical Corps officer and approved for commissioning prior to applying to the JSGMESB. Reserve officers must be eligible and approved by PERS-4415 for recall to active duty in the Navy Medical Corps prior to submitting an application for Navy sponsored GME. Selection of civilians and reserve medical officers is contingent upon the manning needs and availability of training positions after all active duty applicants have been placed.

f. All applicants desiring deferment, continued deferment, extension of current program length or Navy sponsorship in FTOS and OFI programs must first apply to the JSGMESB. Applicants may have preliminary discussions, but are not authorized to commit to a civilian or OFI program unless selected as a primary select by the JSGMESB and approved by the Chief, BUMED.

8. GME Application. The application Web site can be accessed at: <https://education.mods.army.mil/navymeded/UserLogon/userlogon.htm>. Interested applicants are to log on with a Common Access Card (CAC) or established logon identification (ID) and password. If a logon ID and password have never been obtained before, then follow the procedures to request a logon ID and password on the application Web site. After logon, access the Web site menu toolbar option “Application for GME” for completion of all required application modules. This is the only method available for submitting an application for Navy sponsored GME training. To ensure successful submission of an application, applicants should refer to the “Application Status” at the top of the page on the right. If “Not Applied” appears, the applicant is responsible for returning to any outstanding module to ensure that it is submitted appropriately. Once “Applied” appears at the top of the page, the application and Curriculum Vitae (CV) have been submitted. The CV is automatically populated from the information entered on the application. There is no need to upload a separate CV. If you have previously applied, you should only need to update the application information itself, and not create a new one. PGY-1 applicants (medical students) applying for civilian deferment must also submit an application in the Electronic Residency Application Service (ERAS) at <https://www.aamc.org/students/medstudents/eras/>.

a. Requested Specialties and Programs

- (1) Applicants will not be considered for more than two clinical specialties.
- (2) Applicants may not apply for both a residency and a fellowship at the same time.
- (3) Applicants may apply up to two residencies as well as FS and/or UMO training.
- (4) Filling available Navy FTIS training positions will take precedence over selections that fill positions in other Services or civilian GME programs. Although all DoD sites are listed on the Medical Operational Data System (MODS) application Web site, Naval personnel must apply to Navy GME programs at Navy GME training sites.

b. Current Contact Data. The applicant is responsible for advising the Navy GME Office of any changes to command or home addresses, telephone numbers, or e-mail addresses after an application has been submitted. To make changes or updates, send an e-mail message to the Applications and Placement Program Manager at: usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil.

c. Application Deadline. Applications for the 2015 GMESB must be submitted by the close of business 15 September 2015. Applications will not be accepted after this date. Waivers of this requirement are not authorized. This is not applicable to FS/UMO applications per reference (a).

d. Incomplete Applications. Applicants should check the status of their applications and supporting documents via the application Web site prior to 15 September 2015. Incomplete applications will be forwarded to specialty committees for consideration unless the applicant withdraws his or her application in writing to the Navy GME Office.

e. Application Copies. Each applicant is responsible for retaining a copy of the completed GME application and all supporting documents submitted. The Navy GME Office will not provide copies of these documents to applicants or third parties, including civilian or military GME officials.

f. The Navy GME Office will release selection results to medical schools, upon receipt of request and a release disclosure signed by the applicant.

9. Supporting Documents. In addition to submitting an application through the GME application Web site, all applicants must submit supporting documents on the application Web site (paragraph 9c, below). Documents are electronically placed with applications when uploaded.

a. PGY-1 applicants (medical students) applying for deferment in the NADDS Program must additionally apply and submit all required documents to ERAS at <https://www.aamc.org/students/medstudents/eras/>. Medical students are advised to follow guidance from their medical school regarding activation of their ERAS application.

b. All supporting documents from third parties (medical schools, etc.) will be uploaded directly into the Navy GME application Web site. Documents submitted by third parties must be labeled with applicant full name and medical school name (e.g., applicant name_medschool). Interested parties that do not have the capability to upload documents to the Navy GME application Web site can send documents after 15 July 2015, via e-mail to usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil or send to the below address (please note that it may take up to 3 weeks for items to reach this office):

Navy Medicine Professional Development Center
ATTN: Navy GME Office
Code 1WMC11
Building 1, T-15, Suite 15156
8955 Wood Road
Bethesda, MD 20889-5628

c. Required documents. To be named as follows: MODSAPPID LASTNAME SHORT DESCRIPTION OF DOCUMENT (e.g. 000001_JONES_TRANSCRIPT). Improperly named documents may not be placed with the document owner's application.

(1) Medical School Transcripts with date of degree conferral. Date of conferral not required for current medical students.

(2) Dean's Letter or Medical Student's Performance Evaluation (MSPE).

(3) Licensure Examination. Results of all Steps I through III of licensure examinations (United States Medical Licensing Examination [USMLE] or Comprehensive Osteopathic Medical Licensing Examination [COMLEX]). Step III is not required for current medical students and interns. Applicants will not be ordered to Active Duty until meeting all USMLE/AOA step exam requirements.

(4) Command Endorsement. The format is contained in enclosure (4). Please note that the endorsement must include a statement attesting that the applicant has not failed a PFA and has been within Body Composition Assessment (BCA) standards for the last 18 months and is eligible for transfer in the July 2016 timeframe.

(5) Fitness Reports (FITREPs). Provide copies of the five most recent FITREPs. This is not required for medical students and interns.

(6) Personal Statement. This is required for all applications.

(7) Letters of Recommendation. One letter from a senior physician in the applicant's chain of command and one letter from a staff physician in the specialty for which the applicant is applying are highly encouraged.

(8) Training Evaluation(s)

(a) Applicants currently training in a military treatment facility. The applicant's current program director must complete the "Program Director Recommendation Form" electronically via the MODS application Web site.

(b) Applicants currently in training in a Civilian Institution. The current program director must submit a "Program Director Letter of Recommendation."

(c) Applicants not currently in GME Training. Provide a Summative End of Training Evaluation for each period of GME training or Program Director Recommendation. If the last program director is no longer on active duty, the applicant should contact the training hospital and speak with the GME Program Manager at that facility to determine a course of action to obtain this recommendation.

d. Interview. All applicants are required to interview with the program directors at the FTIS sites listed in their application. Applicants requesting FTOS/OFI/NADDS must interview with their specialty leader and it is recommended the applicant arrange an interview with the program director of the program they are requesting to train. Applicants are encouraged to arrange for timely interviews (June-September) with program directors and/or specialty leaders. Contact information can be found on the application Web site.

10. Selection Notification. Selection results for the 2015 JSGMESB will be available and released on or about 16 December 2015.

11. Applicant Decision to Accept or Decline Training

a. Preliminary year applicants (HPSP, HSCP, and USUHS) may not decline selection.

b. Residency and fellowship applicants selected for GME must notify the Navy GME Office and their command by 14 January 2016 of their decision to accept or decline training. Interns selected for FS training must notify the Aerospace Medicine Specialty Leader of their decision to accept or decline FS training. Those selected for UMO training must notify the Undersea Medicine Specialty Leader of their decision to accept or decline UMO training. The notification deadline date and contact information for FS and UMO is included in reference (a).

c. Specific procedures for accepting or declining residency or fellowship training will be provided with the online results of the 2015 GMESB. Individuals selected for more than one training program (GME, FS, and/or UMO) may accept only one program. Acceptance of either the FS or UMO program will result in forfeiture of any additional selection as a primary or alternate candidate for GME training. Failure to notify the Navy GME Office by the required deadline will result in the loss of the training opportunity. No waivers will be granted.

12. Special Pay and Obligated Service. Reference (d) contains policy governing special pays for Medical Corps officers. Paragraph 220(1)(d) in enclosure (1) of reference (d) is germane to Medical Corps officers beginning initial residency (GME-2+) training. Reference (c) addresses obligated service for GME training.

13. Additional Information

a. GME application Web site www.mods.army.mil/medicaleducation.

b. For questions regarding applying for Navy sponsored GME training, e-mail to the Applications and Placement Program Manager at: usn.bethesda.navmedprodevctrmd.list.nmpdc-gme-sb@mail.mil or visit Navy GME on Facebook at <https://www.facebook.com/NavyGME>.

c. This notice may be reproduced locally and should be provided in its entirety to individuals requesting Navy sponsored GME training.

14. Records. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of January 2012.

15. Reports. The reports required in this notice are exempt from reports control per SECNAV M-5214.1 of December 2005, part IV, paragraph 7k.



C. FORREST FAISON III
Acting

Distribution is electronic only via the Navy Medicine Web site at:
<http://www.med.navy.mil/directives/Pages/default.aspx>

GRADUATE MEDICAL EDUCATION INTERNSHIP YEAR (GME-1)
SELECTION GOALS

SPECIALTY	FM	GEN SURG	MED	NEUR O SURG	OB/ GY N	ORTH	OTO	PEDS	PSY	TRA N	EM	Total
*NADDS OPPORTUNITIES	YES	YES		YES		YES			YES		YES	
<u>TRAINING SITE</u>												
Naval Hospital Camp Lejeune	9											9
Naval Hospital Camp Pendleton	13											13
Naval Hospital Jacksonville	13											13
NCC Family Medicine Fort Belvoir	5											5
Walter Reed National Military Medical Center		8	18	1	2	3	1	4	4	13		54
Naval Medical Center Portsmouth		12	19		3	4	2	6	5	19	8	78
Naval Medical Center San Diego		12	20		5	5	2	8	6	20	8	86
Total	40	32	57	1	10	12	5	18	15	52	16	258

- GME positions listed herein are projections and subject to change as the needs of the Navy dictate.

* Deferment applications will be considered for Anesthesia, Neurology, Radiology, and Urology. Placement will be considered to meet Navy human capital requirements.

GRADUATE MEDICAL EDUCATION (GME)
FULL TIME IN-SERVICE (FTIS) SELECTION GOALS

SPECIALTY	INCUMBENT INTERN SELECTIONS AUTHORIZED	REMAINING FTIS RESIDENCY AUTHORIZE D SELECTIONS	FTIS FELLOWSHIP AUTHORIZED SELECTIONS	TOTAL FTIS SELECTION GOAL
Aerospace Medicine	0	8	-	8
Anesthesiology	0	12	-	12
Pain Management	-	-	2	2
Dermatology	0	5	-	5
MOHS	-	-	0	0
Derm/Path	-	-	0	0
Emergency Medicine	8	12	-	20
Family Medicine	16	18	-	34
Sports	-	-	2	2
General Surgery	6	5	-	11
Cardiothoracic	-	-	0	0
Internal Medicine	14	15	-	29
Allergy/Immunology	-	-	0	0
Cardiology	-	-	1	1
Endocrinology	-	-	1	1
Gastroenterology	-	-	3	3
Hematology/Oncology	-	-	2	2
Infectious Disease	-	-	2	2
Nephrology	-	-	2	2
Pulmonary/ Critical Care	-	-	4	4
Rheumatology	-	-	0	0
Neurology	2	2	-	4
Neurosurgery	1	0	-	1
Obstetrics/Gynecology	5	5	-	10
Occupational Medicine	0	2	-	2
Ophthalmology	0	3	-	3
Orthopedic Surgery	6	6	-	12
Otolaryngology	2	2	-	4
Pathology	0	2	-	2
Derm/Path	-	-	0	0
Pediatrics	6	4	-	10
Developmental	-	-	1	1
Neonatology	-	-	1	1
Psychiatry	8	8	-	16
Radiology	0	12	-	12
MSK	-	-	1	1
Body Imaging	-	-	1	1
Urology	0	4	-	4
TOTAL	74	125	23	222

- : No goal/Not Applicable.

**FULL TIME OUT SERVICE (FTOS) AND
OTHER FEDERAL INSTITUTION (OFI) SELECTION GOALS**

	AY-16		Pre-Select AY-17		Pre-Select AY-18	
Specialty	R	F	R	F	R	F
Anesthesiology						
Pediatric	-	1	-	0	-	0
Cardiothoracic	-	1	-	0	-	0
Emergency Medicine						
Toxicology	-	1	-	0	-	0
Family Medicine						
Geriatrics	-	1	-	0	-	0
General Surgery						
Minimally Invasive Surgery	-	0	-	1	-	0
Colorectal	-	0	-	1	-	0
Plastic Surgery	-	0	-	1	-	0
Internal Medicine						
Gastroenterology Advanced Endoscopy	-	1	-	0	-	0
Geriatrics	-	1	-	0	-	0
Pulmonary/C.C - Interventional	-	0	-	1	-	0
Neurosurgery						
Pediatric	-	0	-	0	-	1
Non-Clinical						
Informatics	-	2	-	0	-	0
Masters Health Administration	-	1	-	0	-	0
OB/GYN						
Reproductive Endocrinology	-	1	-	0	-	0
Maternal Fetal Medicine	-	1	-	0	-	0
Occupational Medicine	2	-	0	-	0	-
Ophthalmology						
Oculoplastics	-	1	-	0	-	0
Orthopedics						
Hand	-	1	-	0	-	-
Total Joint	-	1	-	0	-	0
Pediatric	-	1	-	0	-	0
Spine	-	1	-	0	-	0
Otolaryngology						
Neurotology	-	1	-	0	-	0
Pathology						
Forensic Pathology	-	1	-	0	-	0
Preventive Medicine	2	-	0	-	0	-
Psychiatry						
Addiction	-	1	-	0	-	0
Total	4	19	0	4	0	1
AY Totals	23		4		1	

R = Residency F = Fellowship
-: Zero Goal or N/A

BUMEDNOTE 1524
14 Jul 2015

COMMANDING OFFICER ENDORSEMENT FORMAT
MUST BE ON COMMAND LETTERHEAD

1524
Ser 00/
Date

FIRST ENDORSEMENT on RANK First Name Last Name, MC, USN, 2100

From: Commander, Name of Command

To: Commanding Officer, Navy Medicine Professional Development Center
(Code 1WMC11), 8955 Wood Rd., Bethesda, MD 20889-5628

Subj: REQUEST FOR TRAINING IN GRADUATE MEDICAL EDUCATION

1. Forwarded, recommending approval.
2. Subject Named Officer is in compliance with physical readiness and body fat standards and meets requirements for transfer.
3. Any additional remarks (required if not recommending approval or not within standards).

Commanding Officer Signature Line